

## **Small Works Roster Direct Contracting Small Business Utilization Plan**

### **Purpose**

The Northshore Fire Department (NSFD) is authorized to use Direct Contracting for public works projects under \$150,000.00 in conjunction with its adopted Small Works Roster. NSFD is establishing this small, minority, women, and veteran-owned business utilization plan to comply with RCW 39.04.152(4)(b)(iv).

### **Plan**

NSFD shall use MRSC Rosters as its small works roster to identify certified small, minority, women, and veteran-owned business.

NSFD shall use the Direct Contracting procedures authorized under the law and under the NSFD's Procurement Policy to solicit direct contracts with certified small, minority, women, and veteran-owned business whenever feasible for at least 50% for all NSFD projects. NSFD shall use best efforts to rotate contracts among eligible small, minority, women, and veteran-owned businesses even when rotation is not required.

### **Reporting and Documentation**

The Chief or designee shall document on an annual basis the number of public works projects awarded through direct contract during the calendar year and shall document whether the awarded contracts were awarded to certified small, minority, women, and veteran-owned business. In the event less than 50% of the awarded contracts went to certified small, minority, women, and veteran-owned business, the Chief shall reevaluate this Plan to identify strategies to encourage greater participation of certified small, minority, women, and veteran-owned businesses.

### **Related Documents**

Procurement Policy.